

## Some Key Accounting Dates

<u>Description</u>	<u>Date</u>
<b>Year-End Closing Schedule distributed to agencies</b>	<b>June 1, 2011</b>
<b>Deadline for agencies to submit information on contact person for GAAP reporting packages to Statewide Financial Reporting</b>	<b>June 3, 2011</b>
<b>GAAP forms and updated manuals for agencies that prepare reporting packages and for agencies that submit audited financial statements are made available at <a href="http://www.cg.sc.gov">http://www.cg.sc.gov</a></b>	<b>June 30, 2011</b>
<b>Preliminary Chart of Accounts distributed to agencies</b>	<b>June 15, 2011</b>
<b>Deadline for completed Master Reporting Checklist Package forms to be received by Statewide Financial Reporting</b>	<b>July 15, 2011 5:00 PM</b>
<b>Last day to accept FM13 Disbursement Vouchers, IDT's and Journal Vouchers</b>	<b>July 15, 2011</b>
<b>Date appropriations with no carry-forward provisions will lapse</b>	<b>July 29, 2011</b>
<b>Deadline for completed forms for the following reporting packages to be received by Statewide Financial Reporting:</b> <ol style="list-style-type: none"> <li>1. Cash and Investments</li> <li>2. Compensated Absences</li> <li>3. Litigation</li> <li>4. Grant Disallowances</li> <li>5. Loans Receivable</li> </ol>	<b>July 29, 2011 5:00 PM</b>
<b>Deadline for completed forms for the following reporting packages to be received by Statewide Financial Reporting:</b> <ol style="list-style-type: none"> <li>1. Miscellaneous Revenues</li> <li>2. Inventory</li> <li>3. Miscellaneous Loss Liabilities, Loss Contingencies, and Commitments Closing Package</li> <li>4. Claims</li> </ol>	<b>August 15, 2011 5:00 PM</b>
<b>Date FM13 STARS Reports will be distributed</b>	<b>August 17, 2011</b>
<b>Date FM01 STARS Reports will be distributed</b>	<b>August 19, 2011</b>
<b>Release of Fiscal Year 2010 - 2011 End of Year Financial Information</b>	<b>To Be Determined</b>

<b>Deadline for completed forms for the following reporting packages to be received by Statewide Financial Reporting:</b> <ol style="list-style-type: none"> <li>1. Tax Revenues</li> <li>2. Refunds Receivables</li> <li>3. Operating Leases as Lessor or Lessee</li> </ol>	<b>August 31, 2011 5:00 PM</b>
<b>Deadline to submit data for the Travel Report</b>	<b>September 2, 2011</b>
<b>Deadline for completed forms for the following reporting packages to be received by Statewide Financial Reporting:</b> <ol style="list-style-type: none"> <li>1. Interfund Payables</li> </ol>	<b>September 10, 2011 5:00 PM</b>
<b>Audit Verifications for local governments provided to accounting firms</b>	<b>September 9, 2011</b>
<b>Deadline for completed forms for the following reporting packages to be received by Statewide Financial Reporting:</b> <ol style="list-style-type: none"> <li>1. Accounts Payable</li> </ol>	<b>September 15, 2011 5:00 PM</b>
<b>Deadline for completed forms for the following reporting packages to be received by Statewide Financial Reporting:</b> <ol style="list-style-type: none"> <li>1. Capital Assets Overview</li> <li>2. Grant/Contribution Revenues</li> <li>3. Fund Balance</li> </ol>	<b>September 20, 2011 5:00 PM</b>
<b>Policies and Procedures (STARS) Manual revisions made available at <a href="http://www.cg.sc.gov">http://www.cg.sc.gov</a></b>	<b>September 30, 2011</b>
<b>Deadline for Higher Education institutions to submit data for the Dual Employment Report</b>	<b>October 3, 2011</b>